

LOCAL EMERGENCY PLANNING COMMITTEE
Knox County EMA- 301 Park St.-Rockland, ME 04841
Web Site: www.knoxcountymaine.gov/ema

8/4/2015 LEPC Meeting

The meeting was called to order at 1030 by Andrew Hart, Chairman at Knox County EMA Office.

Meeting Attendees:

Ray Sisk	Knox Cty. EMA Director	Andrew Hart	Knox County Administrator
Donna Allen	Knox Cty. EMA Admin. Asst.	Jeff Marcotte	Maritime Energy
Laurie Beckwith	PBMC	Foner Curtis	Lonza
Linwood Lothrop	KRCC Director		

- Laurie Beckwith made the motion to accept the minutes of 6/2/15 and Foner Curtis seconded the motion. All approved the minutes

Secretary's Report:

Correspondence:

- AR-1 – 6/26/15- 11 Front St. Journey's End – Fuel Leak into Rockland Harbor; 7/9/15 – South Thomaston, Vehicle in water –fuel no amount given; 7/14/15- Carver's Harbor Co-Op, Vinalhaven, Fuel spill 100x100 feet. Vessel is unknown; 7/22/15- Washington – Tractor trailer hauling wood chips hit by a car spill approx. 100 gallons of diesel fuel.
- E-mails from Robert Gardner: LEPC Funding allocations; EO 13650 FS – Improving Chemical Facility Safety; Transportation Rail Incident Preparedness & Response: Flammable Liquid Unit Trains; SERC-NERC Monthly update- June & July; FW: US DOT – Transportation Rail Incident Preparedness & Response >> Online Resource Dedicated to Flammable Liquids Available; More information about chemical suicides; New guidance manual from EPA Region 7 for ammonia systems accident prevention-ammonia refrigeration; New versions of ALOHA and CAMEO Chemicals are available; New list of lists; A new resource at the Federal Rail Administration;
- E-mail from Faith Mayer- EPA –Factsheet (How to Better Prepare your Community for a Chemical Emergency) a Guide for State, Tribal and Local Agencies.
- Tier 2's received: Tolman Pond Market, RSU 13, RSU 40-Prescott Memorial School, Applebee's, Rockland Landings Marina, Owls Head Transportation Museum, Samoset Resort and George C Hall & Sons. Spoke with Atwood's but they have not yet filed. Received letter from Matheson Gas of Rockland stating that they no longer need to report as they have removed their large oxygen tank. Ray suggested to call Keith Rose for SAD 28's Tier 2.
- PBMC Emergency Operations Plan manual changes. (*Table of Contents, Chapter 5, Chapter 8 and Chapter 11.*)

- **Treasurer's Report:**

Received May 2015: LEPC Grant Reimbursements: LEPC Stipend: \$1112.94; HM 8071-\$18726.98; interest-\$23.82

Received June 2015: LEPC Grant Reimbursements: HM 8049-\$7666.04; HM 8071-\$19390.92; HM8072- \$174.13. Interest: \$ 22.63

Bills pd. out in May 2015: Personal Services: \$417.60; General Operating Expenses: \$117.36; HM 8049-\$929.42; HM 8071-\$34090.41; HM 8072-\$2949.67

Bills pd. out in June 2015: Personal Services: \$278.36; General Operating Expenses: \$59.18; HM8012-\$1250.00; HM 8049-\$ 1087.54; HM 8071-\$2202.04; HM 8072-\$59.04

LEPC Operational Fund balance as of June 2015	\$ 653.30
Grant and other fund balances as of June 2015	<u>\$102924.56</u>
Total balance in checkbook as of June 2015	\$103577.86

Jeff Marcotte made the motion to accept the Treasurer Report and Laurie Beckwith seconded the motion. All approved.

Training & Exercises updates:

Training updates: *Knox County LEPC has \$6,197.46 available for responder/facility HAZMAT/Chemical Safety related training for the period Jul 1, 2015 thru Jun 30, 2016.*

NIMS/ICS Overview	Knox EMA	Tue, Aug 11 (choose from noon or 5pm)
JIS/JIC Planning for Tribal, State and Local PIO's	Jackson Lab Bar Harbor	Wed, Aug 26, 2015
EMT-Basic	Knox EMA	Sep 5 thru Dec 13 (<i>contact APEMS to enroll</i>)
Basic Public Information Officer Course	MEMA	Oct 6-7, 2015
Bakken Crude Oil Training	Jeff's Catering, Brewer MEMA	September 9, 2015 September 10, 2015
Seabright Dam TTX with FERC	Camden	August 26, 2015
Code "Silver" Drills	PBMC	August 27, 2015
F/F Aerosol DSPA5 Demo	Knox EMA	August 25, 2015

Ray suggested to Laurie that their PIO should look into taking the JIS/JIC Planning course.

New Business:

- **LEPC Workplan and budget review.**
Reviewed the SFY 2016 workplan and budget. Newly added was bullet seeking to improve awareness of issues associated with the increased use of Compressed Natural Gas (CGN) by local facilities.
- **Compensation for LEPC Admin Assistant**
The stipend went up to \$6431.00. This will allow us to return Donna to her pay at the rate that she paid by the county and at 4 hours a week. The slight increase is due to a modification to funding model used. Ray asked LEPC to ratify the SFY 2016 workplan and budget and approve pay increase for Donna. Foner Curtis made the motion to accept the workplan, budget and compensation and Jeff Marcotte seconded the motion. All were in favor.

Miscellaneous/Old Business:

- Training received from Express Natural Gas and also session on "Portable Pipelines" (Emergency Chiefs and officers) were both well received on June 17, 2015. 89 total participants between both sessions.
- LEPC document named "A Guide to EPCRA Reporting and Chemicals in your Community Right to Know" has been changed to "Is My Facility Required to Report and How to Better prepared Your Community for a Chemical Emergency." Donna explained why it was changed. Ray Sisk made the motion to accept this new booklet to be placed on the LEPC Website and Linwood Lothrop seconded the motion. All were in favor.
- The Hazardous Materials Emergency Response Guidelines that is part of the Knox County EMA Emergency Plan needs to be updated. Donna will include Seahag Seafood in the plan as they have Ammonia on site. Ray has tried several times to get hold of the owner of Seahag with intermittent success.
- Donna received a call from Peter Beal of Lyman Morse who is their new safety officer. I will forward the LEPC membership application to him. He said that would try to make it today but at this short notice he may not.
- Next regular LEPC meeting will be **October 6, 2015 at 10:30 AM**, at the EMA Office at 301 Park St.
- Foner Curtis made a motion and Ray Sisk seconded the motion to adjourn. All in favor.

Meeting Adjourned: 11:05 PM.

Respectfully submitted,

Donna Allen

Donna Allen
LEPC Secretary